

DIRECTIONS

Evaluate the student by checking the appropriate box to indicate the degree of Competency. The rating for each task should reflect **employability readiness** rather than the grades given in class.

Rating Scale:

0 No exposure

1 Introduced- the student has been exposed through non participatory instruction (e.g. lecture, demonstration, field trip, video).

2 Practiced- the student can perform the task with direct supervision.

3 Entry-Level Competency- the student can perform the task with limited supervision and/or does not perform the task to standard (a typical entry-level performance expectation).

4 Competency- the student consistently performs task to standard with no supervision (on at least two occasions or at instructor's option).

DENTAL ASSISTANT 51.0601

GENERAL SKILLS

0 1 2 3 4

A. Practice Work Place Safety

*A. 001 Demonstrate and carry out medical asepsis.

*A.002 Demonstrate the use of proper clothing, shields (gloves, masks, and safety glasses), aprons, and other safety equipment.

*A.003 Demonstrate knowledge of basic first aid procedures.

*A.004 Follow proper hazardous material handling procedures in accordance with federal and state regulations, being aware of "Right to Know" regulations.

*A.005 Identify unsafe conditions and report them to the supervisor or dentist.

*A.006 List guidelines for radiation protection.

*A.007 Demonstrate knowledge of fire safety practices.

B. Practice Oral Hygiene Skills

*B.001 Identify and describe dental plaque.

*B.002 Describe the fundamentals of oral hygiene, including proper tooth brushing and flossing.

*B.003 Teach tooth brushing procedures.

*B.004 Chart patient's oral cavity.

*B.005 Demonstrate proper toothbrushing and flossing on a patient.

*B.006 Describe major benefit of topical fluoride.

*B.007 Define and give examples of primary, secondary, and tertiary prevention.

*B.008 Describe the etiology and progression of dental caries.

C. Apply Chairside Skills

*C.001 Demonstrate knowledge of chairside responsibilities, explaining the rationale for four-handed dentistry.

*C.002 Identify the basic equipment used in a dental operator, relating criteria for functional and safe use.

*C.003 Load and pass an anesthetic syringe.

*C.004 Demonstrate proper instrument transfer, utilizing correct positioning for four-handed dentistry.

*C.005 Demonstrate oral evacuation, using an oral evacuator.

*C.006 Demonstrate use of metal matrix retainer.

*C.007 List and prepare composite resins, cements, and acrylics.

*C.008 Prepare and pass amalgam.

*C.009 Prepare CaOH paste and cavity liners.

*C.010 Identify and change burs, describing their functions.

*C.011 Prepare instruments for chairside use.

*C.012 Demonstrate operator sterilization procedures.

- *C.013 Demonstrate disinfectant procedures, including use of disinfecting unit.
- *C.014 Demonstrate autoclave and dri-clave procedures.
- *C.015 Demonstrate ultra-sonic cleaner.
- *C.016 Demonstrate proper handling of sterile instruments.
- *C.017 Prepare a rubber dam, demonstrating knowledge of the purpose of a dam.
- *C.018 Assist in the placement and removal of a rubber dam.
- *C.019 Demonstrate proper measurement of blood pressure.
- *C.020 Record vital signs correctly.
- *C.021 Clean and lubricate handpiece.
- *C.022 Describe the rationale for use of tooth sealants.
- *C.023 Demonstrate proficiency in mixing impression materials.
- *C.024 Set up basic instrument trays.
- *C.025 Demonstrate proficiency in dental assisting vocabulary.
- *C.026 Demonstrate use of chemical agents in dental operator.
- *C.027 List parts of an X-ray unit.
- *C.028 List and be able to identify various radiographic films and holding devices.
- *C.029 Describe the most common uses for the following impression materials: irreversible hydrocolloid, reversible hydrocolloid, polyvinyl siloxanes, and rubber base.
- *C.030 Describe two main types of temporary crowns: indirect and prefabricated.
- *C.031 Describe two methods of making an indirect temporary crown: alginate template and plastic splint template.

*C.032 Describe two techniques for fabricating a post and core: direct and indirect.

*C.033 Describe purpose of retraction cord.

D. Perform Laboratory Tasks

*D.001 Process and mount X-rays.

*D.002 Take alginate impressions for study casts.

*D.003 Prepare stone casts.

*D.004 Fabricate mouth guards.

*D.005 Pour and trim study casts to specific measured angles.

*D.006 Correctly fabricate custom acrylic impression trays.

*D.007 Safely sharpen instruments.

*D.008 Fabricate splints.

*D.009 Fabricate orthodontic retainers.

*D.010 Articulate study casts.

E. Apply General Skills

*E.001 Demonstrate knowledge of State rules and regulations governing the work of a dental assistant.

*E.002 Demonstrate knowledge of professional ethics and conduct, practicing confidentiality in the workplace.

*E.003 Seat and dismiss patients.

*E.004 Record services rendered on patient's chart.

*E.005 Demonstrate proper grooming and attire for the workplace.

*E.006 List four food groups.

*E.007 Evaluate sample diets, giving examples of proper diet content.

*E.008 List seven dental specialties, describing the role of the dental assistant in each specialty.

*E.009 Demonstrate ways of communicating the dentist's policies to the patient as to recommended treatment.

F. Apply Dental Anatomy Knowledge

*F.001 Identify every human tooth, stating its position in the oral cavity.

*F.002 Label anatomy of a tooth.

*F.003 Demonstrate knowledge of the anatomy of the human head.

G. Apply First Aid Skills

*G.001 Earn CPR certification and/or recertification.

*G.002 Demonstrate knowledge of emergency first aid procedures.

*G.003 Know how to activate EMS/First Aid Squad.

*G.004 Demonstrate emergency procedures for caring for patient in convulsions or seizures.

*G.005 Prepare a basic first aid kit.

H. Perform Secretarial/Clerical Tasks

*H.001 Demonstrate proper telephone techniques.

*H.002 Maintain an appointment book.

*H.003 Order and inventory supplies.

*H.004 Record a patient's medical history.

*H.005 Recall patients.

*H.006 Prepare office business forms (insurance, ...).

I. Practice Patient Education

*I.001 Develop visual aids for nutritional instruction of patients.

*I.002 Teach patients the importance of diet in the prevention of dental disease.

*I.003 Give examples of snack foods for good dental health.

*I.004 Demonstrate knowledge of postoperative treatment and preoperative treatment of patients.

*I.005 Dispense professionally written materials on dental health topics and procedures with the approval of supervising dentist.

*I.006 Dispense verbal information on dental health topics and procedures with the approval of supervising dentist.